



CONFLICT OF INTEREST POLICY (ADVISORY COMMITTEES)

Purpose

The purpose of this policy is to ensure that any actual, potential or perceived conflicts of interest are managed in a way that supports the integrity of decision-making of the Manufacturing Jobs and Skills Council (JSC) and its Advisory Committees.

Scope

This policy applies to all Advisory Committee members, including members of the Strategic Industry Taskforce (Taskforce), Standing Committees, Technical Committees, and other committees including any time-limited / topic specific wnurg7 nawgka Tk3015 Tc -.00tmj /TT6 /h(urg7 uutdi)SeniProcedures for disclosing and managing conflicts of interest for Interest Policy (Board), and for employees of the Manufacturing Industry Skills Alliance (Manufacturing Alliance) in the Conflict of Interest (Employees) Policy.

This policy operates in conjunction with, and has been developed in the context of, the JSC Code of Conduct, which is referenced throughout the policy and the Department of Employment and Workplace Relations (DEWR) Training Package Organising Framework.

Definitions

Conflict of Interest	A situation where a person's interests or loyalties are, might be, or may be perceived to be in conflict with their responsibility to act in the best interests of the organisation.
Material Conflict of Interest	An interest or association will be considered to give rise to a 'material' conflict if it has a reasonable possibility of influencing, or as reasonably being seen to influence, the decision or actions of the relevant individual. In order for the interest to be considered material it must be of some substance or significance, and not merely a slight or low value interest. (DEWR 2023: clause 5.4)
Member	For the purposes of this policy, refers to an Advisory Committee member

Policy statement

The Manufacturing Alliance commits to using its best endeavours to ensure compliance with managing and mitigating conflicts of interest of Advisory Committee members, in accordance with this policy and associated processes with alignment to the JSC Code of Conduct.

All Advisory Committee members are required to disclose any material personal interest or association that could give rise to an actual, potential, or perceived conflict with their obligations to act in the best interest of the Manufacturing Alliance.

Conflict of interest will be dealt with appropriately and transparently to ensure outcomes and decisions made by the Advisory Committees meet the needs of the industry or sector as a whole.

Responsibilities

Responsibility for ensuring this policy is implemented rests with the CEO, assisted by the Executive Manager, Stakeholder Engagement and / or the Executive Manager, Manufacturing Workforce Intelligence.

Procedures for mitigating, managing or removing conflicts

If any interest or association identified by an Advisory Committee member is potentially material to the matters being considered by the Committee, a majority of non-con

Relevant policies and templates

[Department of Employment and Workplace Relations Jobs and Skills Councils Code of Conduct](#)

[Conflict of interest Policy \(Board\)](#)

[Department of Education and Workplace Relations Training Package Organising Framework](#)

MISA Conflict of interest Policy (Employees)

MISA Conflict of Interest Register template

MISA Gifts, Benefits and Hospitality Register template

MISA Technical Committees' Terms of Reference